

STIPULATION

- [] YOU OR YOUR SPOUSE FILED FOR DIVORCE OR LEGAL SEPARATION
- [] THE RESPONDENT FILED A RESPONSE
- [] YOU NOW AGREE ON ALL TERMS
- [] YOU WANT A HEARING TO CONCLUDE YOUR CASE

Before signing a court document or getting involved with a court case, it's important to see an attorney to make sure you're doing the right thing. The Self-Help Center has information on finding an attorney.

INSTRUCTIONS

Read all forms and instructions before starting. Fill out forms by typing or printing in black ink. Do not fill in un-numbered blanks on forms.

Notaries: Some forms must be signed in front of a notary public. You can find a notary at most banks or listed in the Yellow Pages. The person signing must bring a photo ID. Notaries usually charge a fee.

STEP 1: FILL OUT A NEW DECREE

Fill out a new Decree listing the terms you and your spouse have agreed to.

If you agree on joint custody that differs from what was requested originally, also fill out a new Parenting Plan Joint Custody Agreement.

If you agree on child support that differs from what was requested originally, also fill out a new Parent's Worksheet for Child Support Amount, Child Support Order, Order of Assignment, and Current Employer Information Sheet.

Date and sign the new Decree in front of a notary and have your spouse date and sign the new Decree in front of a notary. You and your spouse can go to the notary separately or together.

STEP 2: FILL OUT THE STIPULATION

- (1) Enter your and your spouse's name; street address; city, state, and zip code; and phone number.
- (2) Enter Petitioner's name as it appears on the Petition.
- (3) Enter Respondent's name as it appears on the Petition.
- (4) Enter the case number as it appears on the Petition.
- (5) Date and sign in front of a notary and have your spouse date and sign in front of a notary.

STEP 3: FILE THE FORMS WITH THE COURT

Take or mail the original and two copies of the following to the Clerk's Office in the Coconino County Court House, 200 North San Francisco, Flagstaff, AZ 86001.

- ☐ The new Decree
- ☐ If applicable, the new Parenting Plan Joint Custody Agreement
- ☐ If applicable, the new Parent's Worksheet for Child Support Amount, Child Support Order, Order of Assignment, and Current Employer Information Sheet
- ☐ The Stipulation

The Clerk will stamp your copies with the filing date and return them to you for your and your spouse's records. If you file by mail, include a self-addressed, stamped envelope and a note asking the Clerk to return the copies.

STEP 4: THE COURT WILL MAIL YOU THE SIGNED ORDER WITH THE HEARING DATE FILLED IN

STEP 5: GO TO THE HEARING

Bring to the hearing a copy of *every document* you filled out or filed with the court in your case, including the Complaint or Petition and the Decree, Order, or Judgment. Be prepared to testify about why you think your requests should be granted.

The judge will ask you a few simple questions, which may include the following.

1. If your fees were deferred, can you pay them now? Why not?
2. Do you believe what you're asking for is fair? (custody, division of property, etc.)
3. In Divorce, Legal Separation, and Annulment Cases:
 - a. Had you or your spouse lived in Arizona, or had either of you been a member of the Armed Forces stationed in Arizona, for at least 90 days before the Petition was filed?
 - b. When and where were you married?
 - c. Is your marriage irretrievably broken? (This means: Is there any reasonable chance you can continue with the marriage?)
 - d. Are you aware of Conciliation Court? Do you think additional counseling could save your marriage?
 - e. Do you want your former name restored?

For general information about representing yourself in court, see the Self-Help Center packet *Representing Yourself in Court*.

(1) Husband's Name: _____
Street Address: _____
City, State, Zip Code: _____
Phone Number: _____
Representing Self _____

(2) Wife's Name: _____
Street Address: _____
City, State, Zip Code: _____
Phone Number: _____
Representing Self _____

SUPERIOR COURT OF ARIZONA, COUNTY OF COCONINO

In re the marriage of _____ (4) Case Number: _____
(3) Petitioner: _____

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(4) Respondent: _____

The parties have agreed on all terms and ask the court to set a 15-minute hearing to conclude this case.

(5) _____ Petitioner's Signature: _____

State of Arizona)
)
County of _____)

Subscribed and sworn before me this date: _____ by: _____

Seal: _____ Notary Public: _____
Notary Expiration Date: _____

Respondent's Signature: _____

State of Arizona)
)
County of _____)

Subscribed and sworn before me this date: _____ by: _____

Seal: _____ Notary Public: _____
Notary Expiration Date: _____

ORDER

Good cause appearing, a 15-minute hearing is set for:

Date: _____ Time: _____ Division: _____

All divisions are in the Coconino County Court House at 200 N. San Francisco, Flagstaff, AZ.

Date: _____ Superior Court Judge: _____